



MARCH 2019

CITY MANAGER'S REPORT

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A MESSAGE FROM OUR CITY MANAGER



Another successful Mardi Gras is in the books. Every year I'm amazed – but not surprised – at how well our team covers this event. From the preparation to the clean-up, staff help manage large crowds and everything that comes with them. I'm convinced there is no other City that does this as well as Galveston. Thank you for your hard work and dedication to making this a safe and smooth-running event.

Aside from Mardi Gras, the City reached other milestones in February. Early in the month, the local Little League teams hosted the first spring tryouts at the new Crockett Park baseball complex. The ballfields are the newest addition to the City's park system and will be a great community asset for generations to come. Also in February, the City finished restoring the brick crosswalks along the Strand – a project that both improves the walkability and appearance of the downtown district.

Our staff is also developing new ways to assist our residents. In recent months, the City's Development Services and Information Technology departments developed a new mapping tool to provide residents with information about what's happening in their neighborhoods. The map covers cases that will be heard by the Building Board of Adjustment, Landmark Commission, Planning Commission and Zoning Board of Adjustment. The recently-launched Public Meetings map is available at gis.galvestontx.gov.

Please take a moment to read through the following pages and learn about how our departments are serving this community and our plans in the months ahead.

Sincerely,
Brian Maxwell, City Manager

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CITY MARSHAL



LAST MONTH'S ACCOMPLISHMENTS

- 5 Public Nuisances were abated.
- 51 Court cases heard in Municipal Court
- 10 Housing abatement cases heard in Municipal Court
- 164 Complaints received
- 31 Complaint based cases
- 180 Self-initiated cases
- 344 Total investigations



UPCOMING PROJECTS

- Code Enforcement will be enforcing city codes during Mardi Gras.
- New Deputy Marshal will be joining the City Marshal's Office.



VIEW REPORTS

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LAST MONTH'S ACCOMPLISHMENTS

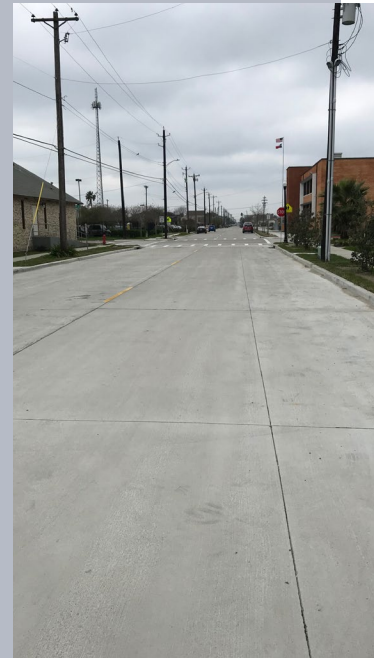
- Completion of the Crockett Park Little League Fields – complete
- Replacement of the Strand Brick Pavers at the intersections from 21st Street to 24th Street – complete
- Market St. from 19th St. to 25th St. – waiting for streetlight installation
- 59th Street Pump Station – 98% complete
- (commissioning of the equipment has begun)
- Sealy Ave. – 25th St. to 33rd St. – 99% complete
- 59th St Ground Storage Tanks Rehabilitation – 98% complete
- Public Works/Utilities Facility – 40% complete
- (structural steel installation for the administration building is underway)
- Fire Station #1 – 55% complete
- Demolition of the 1920 tank and construction of the parking lot at 30th Street – 75% complete
- Repair of the Airport Wastewater Treatment Plant – 25% complete
- Market Street Improvements – 25th St. to 33rd St. – 70% complete
- Harborside Drive Improvements – 55% complete
- 7.5 million gallon (MG) water ground storage tank (GST) at 59th Street – 5% complete
- Renovation of the historic 30th Street Water & Electric Light Station – 15% complete
- Demolition of incinerator and concrete cap construction – 10% complete
- (incinerator is demolished, and the concrete cap construction is starting in March)

CONSTRUCTION



UPCOMING PROJECTS

- Awarding the repaving of 25th Street from Broadway to Seawall
- Awarding 27th Street Streetscape Improvements Phase 2
- Starting the reconstruction of 45th Street from Broadway to Seawall
- Starting construction of the Sunny Beach/8 Mile Road Sanitary Sewer Project
- Starting the replacement of the downtown gas lamps



DEVELOPMENT SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- Permit Report from the Building Division. See attached.
- Two Building Inspectors attended Backflow training. Patricia Alker earned her Customer Service Inspector (Backflow)
- Building Division staff attended the Building Professional Institute in Houston, Texas for continuing education.



UPCOMING PROJECTS

- Permit Report from Building Division
- Three Building Inspectors will be attending International Code Council training for testing.



VIEW REPORTS

[Click here to view reports](#)



ENGINEERING



LAST MONTH'S ACCOMPLISHMENTS

- Performed the 5 year storm modeling for FEMA/TDEM on the 14th Street Storm-water Pump Station HMGP DR-4332-024 Grant Application.
- Geotechnical services contract for Legas Dr. Bulkhead to determine design options for bulkhead stabilization has been approved by City Council.
- 16th Street from Broadway to Seawall Reconstruction Utility Coordination in progress.
- 18th Street Drainage Design from Seawall to Ship Channel, 60% Design and Utility Coordination/Geotechnical Engineering in process
- County-City Design coordination on 23rd Street Reconstruction from Broadway to Seawall and Avenue S from 53rd to Seawall
- 27th Street Phase 2 from Avenue O to Seawall In-house Design Bid Evaluation Completed
- 30th Street Avenue O to Seawall 30% Design/Layout
- 37th Street Broadway to Seawall 30% Design Received
- 45th Street Reconstruction Design modified to provide more value to the neighborhood with a reinforced concrete street.
- 49th Street from Avenue P to Avenue S-1/2 Reconstruction 100% Design is in progress
- 73rd Street from Heards Lane to Avenue N-1/2, 60% Design comments being incorporated and US Army Corps of Engineers Permit for new outfall in process
- Broadway Drainage Construction Costs for 48th Drainage Crossing provided to TXDOT
- Teichman Road Waterline Design Kickoff Meeting Resulted in Scope Revisions to expand the area of the project to provide waterline interconnectivity in existing locations to include new services from IH45 to 91st Street. Revised Design Proposal received.
- Engineering coordination/documentation for Sweetwater Lift Station/Subdivision Acceptance
- Seawolf WWTP Design Onsite Review Meeting at Site resulted in Design Revisions.
- Coordination with TXDOT on the Seawall Blvd project (SH 87 to Boddeker Drive) (CSJ 0912-73-207) Mill and Overlay Project. TXDOT comments being incorporated.
- Traffic Control Plans, Predevelopment meetings, Development Construction Plans, Building Permits, ADA Parking, ROW Construction, Utility and Culvert Permits
- Valve Exercise Proposals in Evaluation
- 100% Main WWTP Digesters Design Received



ENGINEERING



UPCOMING PROJECTS

- 16th Street 30% Design Progression
- 23rd Street County Bond Project Construction Cost Estimate
- 25th Street Broadway to Seawall bid addendum to add reinforced concrete roadway.
- 27th Street Phase 2 from Avenue O to Seawall Construction Award.
- 29th Street drainage design revision to add 5x3 box from Post Office to Ball Street.
- 30th Street Avenue O to Seawall 30% Design/Layout City Review Comments
- 37th Street Broadway to Seawall 30% City Review Comments
- 49th Street 100% Design
- Main WWTP Digester Dewatering and Cleaning package, 100% Submittal Review Comments.
- Main WWTP Digester Improvements package, 60% submittal
- Seawolf WWTP 100% design
- Proposal for the 2.5 Million Gallon, 10 Mile Road Elevated Storage Tank Received. Design award anticipated.
- Request for Information (RFI) on Water Loss Mitigation Program RFP 19-09.
- Comprehensive scope for rehabilitation of existing lift stations has been provided by consultant subsequent to January 2019 kickoff meeting, and design to be initiated soon once scope is finalized
- HMGP DR-4332-024 grant application for the 14th to 17th Street - Seawall to Ship Channel Drainage Improvements (with Pump Station)
- 5 MG Potable Water Storage Tank and expansion to the Airport Pump Station 100% design
- 24 inch waterline from 53rd Street North to the Airport Pump Station, pre-bid revisions to include landscaping
- Laffite's Cove Water Loop Project Bid Documents
- Permits, Construction Inspections, Surveys & Field GIS
- MSDs, Residential and commercial Permits, Subdivision design plans, ROW Utility Permits, ROW sidewalk, ramps and culvert/driveway permits, handicapped parking permits, TLTUs
- Robotic Surveys, GIS Maps, As-Built Drawings & Field GIS GPS data collection with Trimble R10 for infrastructure
- Construction Inspections for ROW permits and residential/commercial permits.
- Geotechnical Engineering Testing Scope and Contracts for construction projects
- Continuation of Phase 3, 27th Street Design



FACILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Replaced the site lights at the Terrimar Waste Water Treatment Plant with new LED fixtures
- Flushed the hot water loop and add chemicals for the boiler system at City Hall
- Received and completed 369 work orders



UPCOMING PROJECTS

- Repaint the front steps and porch of City Hall
- Reseal the wooden entry doors at City Hall
- Roof soffit and fascia board repairs at Fire Station #2

BUDGET



LAST MONTH'S ACCOMPLISHMENTS

- Continued work on the FY2020-FY2025 Long Range Financial Forecast.
- Submitted application to GFOA for the Distinguished Budget Presentation Award for the Adopted Budget FY2019.
- Presented and distributed the 1st Quarter Budget Amendment.



UPCOMING PROJECTS

- Continue work on the FY2020-FY2025 Long Range Financial Forecast.
- Begin preparatory work on FY2020 Departmental Budget folders.
- Begin preparatory work on the FY2020-FY2025 Capital Improvement Plan.

PURCHASING



LAST MONTH'S ACCOMPLISHMENTS

- Opened solicitations for 27th Street Improvement Project Phase II, Valve Condition Assessment, Equipment Rental, Sanitary Sewer and Force Main Rehab.
- Prepared and advertised informal solicitation for Supplemental Emergency Tire Repairs.



UPCOMING PROJECTS

- RFP Openings for 25th Street Improvements, Flood/Windstorm Insurance.
- Prepare and advertise for solicitations for Sludge Hauling, Lawn Maintenance for Wastewater Treatment Plants, and Mulching Operations.
- Travel Form Training

Purchasing and Support Services Supporting Data:

PURCHASING DATA	February 2019	February 2018	FY 19 YTD	FY 18 Totals
# of Bids/RFPs Prepared/Advertised	4	6	27	65
# of Bids/RFPs Opened	5	8	25	64
# of Bids/RFPs Awarded by City Council December 2018	5	0	17	53
# of Requisitions Processed to POs	123	129	958	1912
# of Work Orders Completed by Support Services	14	19	65	182

CUSTOMER SERVICE



LAST MONTH'S ACCOMPLISHMENTS

Performance Measures	FY 2017	FY 2018	1st Qtr 2019	Jan-19	Feb-19	FY 2019
Meters re-read manually	300	782	236	581	359	359
Adjustments	3,432	3,987	597	133	170	900
Water Bills Mailed Out	261,802	260,602	64,078	21,385	21,342	106,805
Outstanding "water concern" emails received	572	440	79	28	5	112
Outstanding "water concern" emails completed	545	478	67	43	8	118
Service Orders	20,203	18,949	5,786	1,540	1,427	8,753
Delinquent Accounts		14,215	3,601	3,132	3,059	3,059



UPCOMING PROJECTS

- Implement new water rates in customer water bills to be mailed out in March.
- Review of city ordinance for revisions to Water Service Division.
- Finalize policy and procedure manual for Utility Billing and Customer Service
- Continue reviewing current and final customer accounts for future outsource collection initiative

ACCOUNTING



LAST MONTH'S ACCOMPLISHMENTS

- Updated the Electronic Funds Transfer policy
- Published the City's Prompt Payment policy
- Completed Balance Sheet reconciliations for all Grant Funds

Performance Measures	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL
Number of vendor payments completed	7,162	8,430	5,768	5,791	2,354
Number of checks as percent of total vendor payments	99.47%	98.70%	96.83%	95.65%	92.65%
Number of electronic payments as a percent of total vendor payments	0.53%	1.30%	3.17%	4.35%	7.35%
Number of funds managed	260	270	274	282	284
Investment Portfolio (Millions)	\$98	\$103	\$153	\$145	\$135
Interest Earned (Thousands)	\$428	\$644	\$694	\$1,787	\$1,160
Number of FEMA Ike PW's closed out	50	87	10	23	1
Number of FEMA Harvey PW's closed out				8	1
Number of bank accounts reconciled	27	27	30	31	32



UPCOMING PROJECTS

- Implement the City's Prompt Payment policy
- Complete the fiscal year 2018 Comprehensive Annual Financial Report
- Segregation of the IDC's cash
- Work on submitting an application for the Texas Comptroller Leadership Circle Award

MUNICIPAL COURT



LAST MONTH'S ACCOMPLISHMENTS

MUNICIPAL COURTS PRODUCTION REPORT FEBRUARY 2019

CATEGORY	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 OCTOBER	FY 2019 NOVEMBER	FY 2019 DECEMBER	FY 2019 JANUARY	FY 2019 FEBRUARY	FY 2019 YTD
Criminal Cases											
Tickets/Arrests Filed by GPD	15,750	14,624	14,735	11,008	11,168	1,335	850	937	1,265	610	4,997
Tickets/Arrests Filed by Other Agencies	6,397	5,583	6,155	5,008	5,138	371	414	711	476	511	2,483
Total Number of Tickets/Arrests Filed	22,147	20,207	20,890	16,016	16,306	1,706	1,264	1,648	1,741	1,121	7,480
Traffic					9,421	1,218	812	988	1,169	591	4,778
State Law					4,749	355	325	543	425	379	2,027
City Ordinance					1,408	89	107	108	117	116	537
Code Enforcement					728	44	20	9	30	35	138
\$ Value of Tickets/Arrests Filed	\$5,323,112	\$4,760,384	\$4,938,868	\$3,932,496	\$3,929,369	\$399,095	\$282,149	\$377,314	\$399,715	\$258,787	\$1,717,060
Number of Tickets/Arrests Disposed	11,249	17,189	18,188	14,502	13,277	1,211	995	1,277	1,254	1,389	6,126
Total Collected on Criminal Cases	\$2,694,407	\$2,190,415	\$2,363,788	\$1,748,341	\$1,957,857	\$186,403	\$150,259	\$158,275	\$152,919	\$211,333	\$859,188
Amount Kept by City					\$1,119,169	\$102,449	\$77,075	\$96,383	\$86,766	\$128,025	\$490,697
Special Funds					\$109,455	\$13,946	\$13,311	\$9,587	\$9,716	\$11,174	\$57,733
Remitted to State					\$498,991	\$52,205	\$45,965	\$42,455	\$40,927	\$52,647	\$234,200
Collection Fees					\$215,718	\$16,626	\$12,876	\$9,066	\$14,568	\$18,111	\$71,247
Omnibase					\$14,524	\$1,177	\$1,032	\$784	\$942	\$1,376	\$5,312
Civil Cases											
Number of Parking Tickets Filed	25,556	12,404	15,453	18,896	19,546	1,669	1,403	935	1,566	1,852	7,425
\$ Value of Parking Tickets Filed (includes late fees for past due tickets)	\$434,452	\$349,802	\$621,730	\$683,515	\$719,610	\$62,600	\$61,441	\$35,530	\$58,153	\$57,863	\$275,586
Number of Parking Tickets Paid	14,060	7,021	6,975	11,020	11,451	980	771	631	750	766	3,898
Total Collected for Parking Tickets	\$327,762	\$223,387	\$275,497	\$481,041	\$462,300	\$40,919	\$34,888	\$25,608	\$29,603	\$29,542	\$160,561
Housing Abatement Petitions Filed					25	0	1	2	1	0	4
Warrants Served											
Number of Warrants Served	12,501	13,233	12,916	11,085	9,421	751	604	617	680	733	3,385
\$ Value of Warrants Served	\$3,915,767	\$3,387,413	\$3,199,751	\$2,775,303	\$2,470,180	\$206,448	\$150,424	\$169,620	\$180,272	\$168,760	\$875,524
Number Warrants Satisfied on Non-Cash Basis	10,472	6,416	4,845	4,346	3,742	271	187	248	299	195	1,200
\$ Value Community Service/Jail Time Served	\$2,300,879	\$2,055,274	\$1,661,479	\$1,622,131	\$1,537,971	\$123,821	\$78,135	\$109,911	\$111,956	\$73,992	\$497,815
Number Warrants Paid*	2,029	8,558	2,344	2,819	0	0	0	0	0	0	0
\$ Amt Warrants Paid*	\$1,614,888	\$803,153	\$846,340	\$822,343	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Court Dockets											
Pre-Trial (includes discovery hearings)					6,506	692	623	570	769	768	3,422
Bench Trial					100	3	5	3	7	8	26
Jury Trial					19	0	3	0	0	0	3
Code Enforcement					1,101	112	69	61	31	51	324
Housing Abatement					112	12	7	0	9	10	38
Bond					1,732	110	127	100	203	116	656
Show Cause (DSC/Deferred Disposition)					149	37	32	0	0	0	69
Minor in Possession/Alcohol Offenses					105	3	9	0	2	9	23
Juvenile					349	39	40	59	64	33	235
Special					1,801	183	137	139	129	84	672
Warrant					924	88	41	126	81	103	439
Walk-In					952	58	44	57	26	37	222
Late Notice					3,597	361	90	641	385	350	1,827
Compliance (Community Service/Pay Plans)					441	47	128	0	0	0	175
Jail					6,072	420	426	585	549	377	2,357
Parking					415	33	28	28	23	51	163
Total Cases on Criminal/Civil Dockets					24,375	2,198	1,809	2,369	2,278	1,997	10,651
Statistics											
\$ Value Tickets Issued	\$5,757,564	\$4,642,064	\$5,560,599	\$4,616,011	\$4,648,979	\$461,695	\$343,590	\$412,844	\$457,867	\$316,650	\$1,992,646
\$ Amt Tickets Paid	\$3,022,169	\$2,178,095	\$2,639,285	\$2,229,382	\$2,420,157	\$227,322	\$185,147	\$183,883	\$182,523	\$240,875	\$1,019,750
Percent \$ Amt Tickets Paid	53%	47%	48%	48%	52%	49%	54%	45%	40%	76%	51%

*As of October 1, 2017, a Warrant Officer is no longer dedicated to processing warrants for Municipal Court.

FIRE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- GFD responded to 492 incidents.
- We completed 93 Commercial business inspections.



UPCOMING PROJECTS

- Incident Command training
- Teambuilding & Leadership Coaching
- Hose Testing
- ARFF Live Fire Training

EMERGENCY MANAGEMENT



LAST MONTH'S ACCOMPLISHMENTS

- Debris Management Training
- TAMUG Family Reunification Planning
- Complex Coordinated Terrorist Attack Planning
- Incident Command System Training for City Staff



UPCOMING PROJECTS

- Mayor's Hurricane Preparedness Meeting
- TAMUG Family Reunification Planning
- UTMB HF Symposium
- Complex Coordinated Terrorist Attack Exercise
- Active Attack Integrated Response Team Planning



LAST MONTH'S ACCOMPLISHMENTS

- Mechanics worked on 397 vehicle work orders within the month and performed:
 1. General Repairs - 542
 2. Accident Repairs - 16
 3. Recall Repairs - 4
 4. PM's - 175
 5. Repairs from PM's - 106
 6. Road Calls - 48
- Other Services
 1. Provided 49,926 gallons of fuel for city and outside organizations.
 2. Re-decaling older fleet vehicles with newly designed decals.
 3. Provided follow up fleet support for the Port of Galveston, Galveston Parks Board and Galveston County repair shops.
 4. Moving forward with the repairs to the Galveston Trolley System.



UPCOMING PROJECTS

- Continue fleet services
- Continue with Trolley Car restoration.



GRANTS & HOUSING



LAST MONTH'S ACCOMPLISHMENTS

- Technical Assistance – provided assistance to 7 homeowners with housing information, 15 homebuyers with homebuyer assistance, 13 phone inquiries for rental assistance; 1 City Dept. with rental property information; 1 City Dept. with public housing property information; 3 City Dept. with homebuyer assistance information; 2 City Dept. with documenting time records for federal compliance; 1 City Dept. on CDBG program income process
- 2019-2023 Consolidated Plan – continued planning and preparation of the City's multi-year planning document to establish the priorities and goals for the housing and community development needs of the City to direct the CDBG and HOME Projects 1-year plans for this timeframe; conducted consultations for community engagement; finalized survey for community participation (HUD Regulatory Requirement)
- 2019 Action Plan – planning and consultation for the proposed 2019 CDBG and HOME Program Year projects; Congress approved HUD appropriations allowing the dept. development of grantee annual allocation amounts (HUD Regulatory Requirement)
- Financial review – to ensure allowable and allocable expenditures and program standards for the CDBG and HOME activities and trial balance review and account information and program processes for year-end audit; completed CDBG draw reimbursements of \$185,147.01 (HUD Regulatory Requirement)
- HUD Certification of Consistency – received City Council approval and provided certification to the City's Consolidated Plan for the Galveston Housing Authority Annual Plan for public housing programs and activities (HUD Regulatory Requirement)
- HOME Community Housing Development Organization (CHDO) Project
 - *reviewed and determined income qualified one (1) applicant from the HAUCDC for rental assistance program. HAUCDC has one (1) housing unit for rent under their HOME funded CHDO Program (HUD Regulatory Requirement);*
 - *performed one (1) Housing Quality Re-Inspections for housing rehabilitated under the CHDO Program. The property will be leased to a LMI family (HUD Regulatory Requirement)*
- Monitoring review - staff conducted five (5) desk audits on CDBG funded City Departments Projects to ensure that the activities and expenditures are eligible, allowable, and conforming to the grant. Entered all project accomplishments into HUD's IDIS Reporting System (HUD Regulatory Requirement)
- Homeless Coalition Presentation – CDBG Program presentation to the Galveston County Homeless Coalition, non-profit homeless service providers, to approximately 30 attendees on February 6th
- Prepared and facilitated three (3) release of lien documents for previous participants in Homebuyer Assistance Program through Galveston Community Development Corporation; homeowners have met their period of affordability (HUD Regulatory Requirement)

GRANTS & HOUSING



UPCOMING PROJECTS

- 2019-2023 Consolidated Plan – continued planning, consultation, and public comment/meetings for the preparation of the City’s multi-year planning document to establish the priorities and goals for the housing and community development needs of the City to direct the CDBG and HOME Projects 1-year plans for this timeframe; approval of the plan for submission to HUD (HUD Regulatory Requirement)
- 2019 Action Plan – planning, consultation, and public comment/meetings for the proposed 2019 CDBG and HOME Program Year projects; approval of projects for submission to HUD (HUD Regulatory Requirement)
- Financial review to ensure allowable and allocable expenditures and program standards for the CDBG and HOME expenditures and preparation for reimbursement draw from HUD (HUD Regulatory Requirement)
- Monitoring review - staff to conduct five (5) desk audits on CDBG funded City Departments Projects to ensure that the activities and expenditures are eligible, allowable, and conforming to the grant. Enter all project accomplishments into HUD’s IDIS Reporting System (HUD Regulatory Requirement)
- Staff will be accepting applications for the City’s Homebuyer Assistance Program, which will assist with up to \$14,500.00 for downpayment and closing cost towards the purchase of a new home within the City of Galveston
- HUD Voluntary Compliance Agreement – provide status to HUD on City accessibility issues (HUD Regulatory Requirement)
- Galveston Housing Authority Presentation – Homebuyer Assistance Program and Fair Housing information presentation to Family Self-Sufficiency clients, HUD Program to assist residents to increase earnings and build assets and financial capability
- 2018 Program Year CDBG Timeliness Test – due on April 2nd to ensure the timely expenditure of funding, City has to have a required amount of funds drawn so that there is no more than 1.5 times the annual allocation in its available budget (HUD Regulatory Requirement)
- HUD Semi-Annual Report
 - Staff will prepare and submit to HUD the Semi-Annual Labor Standards Enforcement Report. This report consist of contracting opportunities for contractors and subcontractors performing on federally funded projects that were awarded by our agency in excess of \$2,000.00 for construction, alteration, or repair of public works (HUD Regulatory Requirement)
 - Staff will prepare and submit to HUD the Semi-Annual Contractor & Subcontractor Activity Report. This report identifies all contracts that were awarded with CDBG and HOME funds. This report captures the Minority Owned Business activities, Women Owned Businesses, Section 3 contractors as well as the total dollar amount awarded to the activities (HUD Regulatory Requirement)
- April is Fair Housing Month – staff will disseminate Fair Housing information to Community Stakeholders (HUD Regulatory Requirement)
- Staff will prepare and facilitate three (3) release of lien documents for previous participants in the Homebuyer Assistance Program through Galveston Community Development Corporation and the City’s Housing Rehabilitation Program; homeowners have met their period of affordability (HUD Regulatory Requirement)



HUMAN RESOURCES



LAST MONTH'S ACCOMPLISHMENTS

- Held one New Hire Orientation for the employment of an Accounting Specialist for Finance and a Maintenance Technician for the Airport.
- Held a Fire Entrance Exam on February 8th
- Held a Police Entrance Exam for Lateral Entry Officers on February 11th
- Held a Health Benefits Plan Board Meeting on February 27th
- Commencement of the Employee Engagement Survey
- Attended the Galveston Career Connect Monthly Leadership Team Meeting
- Continued meetings to develop the new Electronic Onboarding Process through Laserfiche
- Reviewed and Processed 626 Employment Applications
- Continued support of City Departments in filling job vacancies



UPCOMING PROJECTS

- Orientation (at least 4)
- Host and present Galveston College Leadership Course 2 “Public Administration: Municipal Regulations” on March 1st and March 8th
- Hold a Police Entrance Exam on April 8th
- Host site visit for Nationwide Insurance to provide assistance to Employees with additional retirement plan options on March 7th
- Host and Present EEOC Training “Creating a Culture of Civility” for all employees
- Attend Galveston College Career Fair/Transfer Day 2019 – “Navigating Towards the Future” – March 20th
- Host two Health Benefits Plan Board Meetings
- Galveston Career Connect Monthly Leadership Team Meetings



INFORMATION TECHNOLOGY

IT DIVISION



LAST MONTH'S ACCOMPLISHMENTS

- Completed setup of Lasker pool facility for CivicRec Membership Management Project
- Verified setup of the Police and Fire Mobile Command Center for Mardi Gras activities
- Configured and deployed Keytracer system for the Police Department
- Ordered and configured mobile equipment for payment processing at Pocket Park 1
- Deployed the password reset utility city-wide
- Completed configuration setup and testing on the use of multi bank codes for the Finance Department.
- Completed discovery, configuration setup, testing verifying system changes required to implement new water billing rates
- Completed end user training on the Accounts Receivable module for newly on boarded personnel in the Finance Department hired staff in the Finance Department
- Continued working with the Development Services team on configuration changes to support new business workflow including
- Worked with Public Works Engineering team to identify and document requires to automate Right-of-Way permitting in the Accela software system



INFORMATION TECHNOLOGY

IT DIVISION



UPCOMING PROJECTS

- Deploy Body camera devices and storage system for City Marshal's office
- Deploy Bomgar Remote software support solution
- Setup and Deploy equipment for CivicRec Membership Management project at 2 Parks & Rec facilities; McGuire Dent and Wright Cuney centers.
- Move Information Technology staff to temporary housing locations due to the scheduled demolished of the City Hall Annex
- Complete Upgrade of the City SpamFiler solution
- Finalize and begin procurement process for the build out of the City's Disaster Recovery solution
- Deploy system configuration changes to support multi bank code functionality in Financial system
- Deploy account approval queue modifications in the Finance system production environment

INFORMATION TECHNOLOGY

GIS DIVISION



LAST MONTH'S ACCOMPLISHMENTS

- Responded to four (4) Public Information Requests
- Completed twenty-three (23) Map requests
- Created and/or Updated thirty-seven (37) datasets, map services, web maps, or web applications
- Georeferenced and digitized 53rd Street and 43rd Street as-built files



UPCOMING PROJECTS

- Continued development of a City wide GIS training program
- Conduct Pilot Seminars:
 - Introductions to the Enterprise Geodatabase
 - Introduction to Metadata
 - Navigating Portal
- Begin discovery and requirements for the creation of My government/Neighborhood map application
- Finalize and release Island Transit routes map
- Continue georeferencing and digitizing completed capital improvement Construction As-Built design files
- Continue developing requirements for the Coastal Resources GIS Inventory application and reporting for beach access point assets
- Create damage assessment application framework
- Public Owner Notification Part 2: Continue requirements discovery to create an automation process for monthly ownership updates

ISLAND TRANSIT



LAST MONTH'S ACCOMPLISHMENTS

- DART (Dial-A-Ride) = 1147
- ROUTE 1-2 = 4676
- ROUTE 3-4 = 2169
- ROUTE 5-6 = 9976
- ROUTE 7 = 1941
- TROLLEYS = 6381
- GRAND TOTAL = 26,290



UPCOMING PROJECTS

- Island Transit will be reviewing and updating digital maps for the website.

PARKS & RECREATION

PARKS & MAINTENANCE



LAST MONTH'S ACCOMPLISHMENTS

- Installed 36 x 40 shade structure at Lindale Park.
- Connected water supply to all splash pads for fresh water conversion
- Continue construction of Crockett Park Ball Complex on 53rd Street.
- Trimmed low hanging trees along 25th Street to ensure clearance for Mardi Gras floats and parades.
- Mowed Broadway Cemetery for the final time before wild flowers begin blooming.
- Concessionaire Contracts were awarded by City Council for Crockett Park and Lassie League Complexes



UPCOMING PROJECTS

- Completion of Crockett Park ball field construction.
- Additional Palm Trees will be planted along 25th Street
- Two Oak trees will be planted on Broadway
- Clean the center of the I-45 median from 59th Street to the Causeway
- Continue mowing, trimming palm trees, and maintenance of all Parks, Parkways and Cemeteries
- Install new water fountains at various locations
- Schreiber Park restroom remodel is almost 100% completed



Adult Programing

Including Exercise Classes, Futsal, Latin Dance, Tennis leagues, Pickleball, Badminton, Adaptive Tennis

Youth Programming

- Continued with After School Program at both Wright Cuney and McGuire-Dent
 - Including homework help, arts and crafts, guitar, karate, and open gym and game room, along with computer lab, and tennis
- Continued with Homeschool Programs at both Wright Cuney and McGuire-Dent
 - Including Physical Education, arts and crafts, and guitar
 - Adaptive tennis program for youth (and adults) with disabilities
- 1. Community Meetings including The Galveston Ukulele Society, Families, Children & Youth Board, Better Parks for Galveston, Tree Committee, and the Parks & Recreation Advisory Board
- 2. Community Outreach including Support Groups and working with the Gulf Coast Center
- 3. Began a Mind, Body, and Soul exercise session hosted by B'Nai Temple Israel every 4th Tuesday at 7am at McGuire Dent
- 4. Only 13 days remaining for the 2019 Fit N Lean 60-Day Fitness Challenge with over 180 participating!
- 5. Barbara Sanderson, Mario Rabago, and Chris Saddler attended the Texas Recreation & Park Society Annual Institute & Expo in El Paso, TX February 18-22
- 6. Chris Saddler has completed the Texas Recreation & Park Society Leadership Academy
- 7. City Council passed a resolution requesting support from the 86th Legislative Session of the State of Texas for legislation that provides stewardship, health and well-being, and connectivity for local and state parks.
- 8. Adult attendance totals: Wright Cuney 581, McGuire-Dent 7,562
- 9. Youth attendance totals: Wright Cuney 1,671, McGuire-Dent 1,096



UPCOMING PROJECTS

- Awarding a bid related to Gym Floor Replacement at McGuire-Dent for damage caused by Hurricane Harvey.
- Prepare for Lemonade Day!
- Continue training on new Membership Software & prepare for launch to public
- Complete New Year's Healthy Challenges:
 - [Fit and Lean in 2019](#) (Our Annual Health Challenge) Sign up at the center and work out at least 30 minutes daily 24 times between now and the end of February and win a prize !!!!
 - [It's time Texas Community Health Challenge](#) (State-wide) Sign up and Help the City possible receive funds toward healthy living <https://ittcommunitychallenge.com/en/home>
- Continue Adult and Youth programming at both Centers along with community outreach events and meetings

AQUATICS



LAST MONTH'S ACCOMPLISHMENTS

- Continued training for membership software launch – Civic Rec
- Hired 5 Water Fitness Instructors
- Re-hired returning guards and completed in-service training
- Began interviews for Pool Maintenance Technician
- Attended Lemonade Day Meeting
- Attended Human Resources Training.
- Lasker Pool Staff obtained Certified Tourism Ambassador (CTA) certificates.
- Attended 2 recruitment opportunities; Texas A&M and Ball High
- Completed installation of hardware for Civic Rec in Admissions Office.



UPCOMING PROJECTS

- Opening for season beginning March 2019
- Re-structure/overhaul Parks and Recreation Website
- Launch New Membership Software to the Public
- Lifeguard Tryout #1 – March 2
- Texas Public Pool Council Meeting – March 5
- Lifeguard Tryout #2 – March 9
- Lifeguard Academy #1 – March 11-14
- Recruitment opportunities; Galveston College Career Fair – March 20

SPECIAL EVENTS



LAST MONTH'S ACCOMPLISHMENTS

- 8th Annual Galveston Marathon, Half Marathon & 5K (2/17)
- Beginning of the 108th Annual Mardi Gras! Galveston Celebration (2/22 -3/5)



UPCOMING PROJECTS

- Wrapping Up the 108th Annual Mardi Gras! Galveston Celebration (2/22 -3/5)
- 7th Annual UTMB Causeway FunD Run (3/9)
- Galveston Island Market (3/16, 4/20)
- 24th Annual Grand Kids Festival (4/6)
- Ironman 70.3 Triathlon (4/7)
- Galveston Wine Festival (4/26-4/27)
- EDFEST (4/27)
- DIVAS Half Marathon & 5K (4/28)
- Party for the Parks: Light up the Night Benefit (5/2)

PLANNING & DEVELOPMENT



LAST MONTH'S ACCOMPLISHMENTS

- Hosted nine pre-development meetings
- Catherine Gorman spoke at and Daniel Lunsford attended the Texas A&M Annual Historic Preservation Symposium
- Leave No Trace ordinance approved by City Council
- Annual Beach Survey project, Interlocal Agreement and Contract approved by City Council

Landmark Commission

- 19LC-003 (301 Albacore) Request for designation as a Galveston Landmark.
- 19LC-010 (1828 Avenue L) Request for a Certificate of Appropriateness for modifications to the structures including a second floor addition, open deck, and accessible ramp
- 19LC-008 (1828 Avenue L) Request for a recommendation regarding a License to Use in order to place an accessible ramp in the City of Galveston sidewalk right-of-way.
- 19LC-005 (1001 Postoffice / Avenue E) Request for a Certificate of Appropriateness in order to elevate a residential structure.
- 19LC-006 (2427 Market/Avenue D) Request for designation as a Galveston Landmark.
- 19LC-007 (2427 Market/Avenue D) Request for Cer-

tification as a participant in the Substantial Rehabilitation for Historic Properties Tax Exemption program.

- 19LC-009 (309 17th Street) Request for a Certificate of Appropriateness for alterations to the structure including a rear porch addition, stairs, and replacement front door.

Planning Commission

- 19P-005 (47 Grand Beach Blvd.) Request to construct a single-family home, driveway, walkover and fence.
- 19P-006 (25927 Flamingo Dr.) Request to construct a single-family home and driveway.
- 19P-007 (11423 Beachside) Request to construct a single-family home and driveway.
- 19P-004 (21313-21201 Scissor Tail Ln.) Request for a Change of Zoning from Commercial (C) to Residential, Single-Family (R-1).
- 19P-008 (301 Albacore) Request for designation as a Galveston Landmark.
- 19P-010 (1828 Avenue L) Request for a recommendation regarding a License to Use in order to place an accessible ramp in the City of Galveston sidewalk right-of-way.

- 19P-003 (3826 Avenue R) Request to revoke a Planned Unit Development (PUD) Overlay District approved under Ordinance 18-002.
- 19BF-001 (12908 Bermuda Beach Drive) Request for a Beachfront Construction Certificate/Dune Protection Permit for construction of a driveway.
- 19P-013 (25715 Snowy Egret) Request for a Beachfront Construction Certificate/Dune Protection Permit in order to construct a new single-family dwelling.
- 19P-014 (25623 Snowy Egret) Request for a Beachfront Construction Certificate/Dune Protection Permit in order to construct a new single-family dwelling.
- 19P-009 (2427 Market/Avenue D) Request for designation as a Galveston Landmark.
- 19P-015 (Adjacent to 808 27th Street) Request for a License to Use in order to retain the placement of a house in the city right-of-way.
- 19P-012 (21203 Scissor Tail Drive) Request for a replat in order to increase the number of lots from one to two.

Zoning Board of Adjustment

- 19Z-002 (2428 Bernardo De Galvez/Avenue P) Request for a variance from the Galveston Land Development Regulations, Article 3, Addendum for Urban Neighborhood, Minimum Lot Standards regarding Lot Area.

Planning Administration

- 19PA-007 Request to replat two lots into two.
- 19PA-008 (11212 South Gaftoper Drive) Request for a replat in order to decrease the number of lots from two to one.

Beachfront Permits

- 19BF-006 (18319 East de Vaca) Request for a Beachfront Construction Certificate/Dune Protection Permit for construction of a dune walkover.
- 19BF-007 (4126 Surf Dr.) Request for a Beachfront Construction Certificate/Dune Protection Permit for construction of a driveway (red-tagged).
- 19BF-008 (17625 Gleib) Request for a Beachfront Construction Certificate/Dune Protection Permit for construction of a driveway and patio cover.
- 19BF-006 (18319 East de Vaca Lane) Request for a Beachfront Construction Certificate/Dune Protection Permit for construction of a dune walkover.
- 19BF-007 (4126 Surf Drive) Request for a Beachfront Construction Certificate/Dune Protection Permit for construction of a driveway after being red-tagged.



UPCOMING PROJECTS

- Continue to staff the Beach and Dune Ad Hoc Committee
- Meet with the Palm Gardens neighborhood



LAST MONTH'S ACCOMPLISHMENTS

- February 11th : Held a civil service exam for experienced police officers
- February 19th : Assisted with retired Sheriff Joe Max Taylor's funeral by providing honor guard and escort assistance
- February 22nd – 24th : First weekend of Mardi Gras Galveston
 - Successfully provided police services for the first weekend of Mardi Gras Galveston
 - Answered 612 Calls for Service (Friday – Sunday)
 - Made 53 Arrests island wide (Friday – Sunday)
- February 22nd : Began employing a new intelligent key management system to assist with the tracking of vehicle usage and accountability
- February 27th : Galveston Island Rotary presented Sergeant Jeff Banks with Galveston's Police Officer of the Year Award
- February 27th : Presented Safety Awareness training to the J1 Exchange Program students covering personal and bicycle safety
- February: Issued 11 citations under the new Mardi Gras Seawall Parking ordinance

POLICE DEPARTMENT

Stats for February:

- Calls for Service: 4,484
- Arrests: 345
- Citations: 610



UPCOMING PROJECTS

- March 8th : Participating in a county wide Complex Coordinated Terror Attack table top exercise conducted by FEMA and TEEX
- March: Will be assisting in the planning of several active shooter training exercises for Shriners Hospital, Galveston ISD, and Hitchcock ISD
- April 8th : We will be holding our next civil service exam for the general public



PUBLIC INFORMATION OFFICE



LAST MONTH'S ACCOMPLISHMENTS

- Shared safety tips, road closures, event information, parking regulations, island transit routes during Mardi Gras 2019
- Featured Mardi Gras event on social media
- Responded to numerous media requests and department requests for outreach
- Prepared TRAPS 2020 teaser for Parks and Rec
- Promoted Police Citizens Academy, Police Civil Service Exam and Fire Civil Service Exam
- Website updates
- Promoted Lasker Park Pool opening for spring season

Press releases: All press releases can be found on our website galvestontx.gov under News Flash



UPCOMING PROJECTS

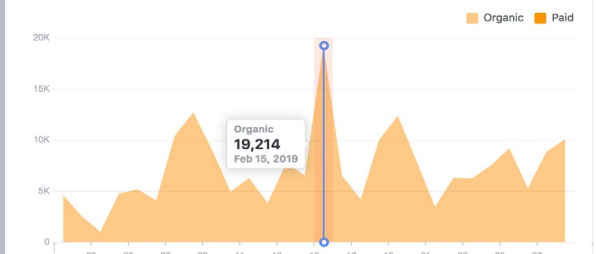
- March 12 Kick off Galveston University Spring class 2019
- Assist City departments with public outreach requests

Statistics for February:

On Facebook, we gained 214 new followers

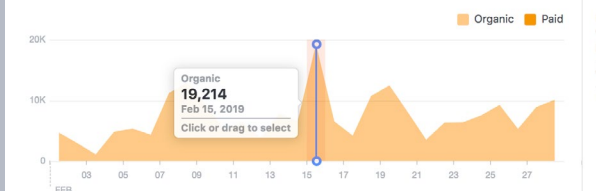
Post Reach

The number of people who had any posts from your Page enter their screen. This number is an estimate.

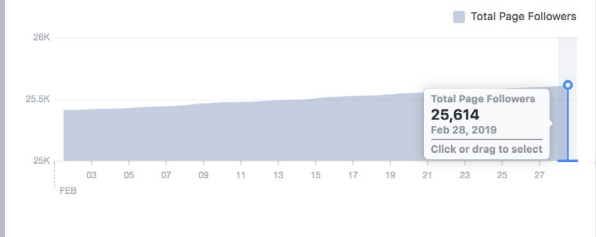


Total Reach

The number of people who had any content from your Page or about your Page enter their screen. This number is an estimate.



Total Page Followers as of Today: 25,614



4,849 3s Video Views 2,987 Previous Period

Breakdown: None



LAST MONTH'S VIDEOS

Special Features

- Demolition of municipal incinerator <https://youtu.be/AEEUcGoSbJA>
- Traps 2020 teaser <https://youtu.be/T0bnxmVwAqQ>
- Vision Galveston <https://youtu.be/g15vwjmVt1o>

Waves of information

- February 4 <https://youtu.be/dQlivSFIXxY>
- February 12 <https://youtu.be/j4ewBalCaQw>
- February 18 <https://youtu.be/IWw1CJglURA>

Pets of the week

- Juno and Starfire https://youtu.be/OJn_cU-ET20
- Sable and Khajit <https://youtu.be/DILvDHHKneM>
- Blue bird and Bucky <https://youtu.be/V1NqjUKDiJl>

Employee Spotlight

- Josh Henderson <https://youtu.be/VWFKgxNbsS0>
- Carol Morris <https://youtu.be/XuDvG7o3ha0>

Mardi Gras 2019

- Lock, take, hide <https://youtu.be/HMMczL3QyKw>
- Don't drink and drive <https://youtu.be/1PPybpUsCxs>
- See something, say something https://youtu.be/5trUcElw_Ao
- Mardi Gras First weekend <https://youtu.be/8i0bOQLzuvQ>
- Mardi Gras 2019 Krewe of Gambrinus parade <https://youtu.be/WqvauT7ngWE>





PUBLIC WORKS

MUNICIPAL UTILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Work commenced on the replacement of the sanitary sewer system in the 42nd to 43rd Street (Postoffice/ Church Street) alley.
- Work commenced on the replacement/repair of the sanitary sewer cleanouts/manholes in the Terramar Beach, Isla Del Sol and Sea Isle Subdivisions.
- Work was completed on the replacement of the 57th Street to Bayou Shore and Fraser to Stewart Avenue sanitary sewer system.
- Work was completed on the replacement of approximately 180 linear feet of the Sidney Street Sanitary Sewer system east of 67th Street.
- Work was completed on the rehabilitation of the sanitary sewer manholes on Harborside/Ferry Road and 15th Street/Avenue O.
- Blower #2 was replaced by the blower company manufacturer at the Main Wastewater Treatment Plant.



UPCOMING PROJECTS

- Work will continue on the replacement/repair of the sanitary sewer cleanouts/manholes in the Terramar Beach, Isla Del Sol and Sea Isle Subdivisions.
- Work will continue on the replacement of the sanitary sewer system in the 42nd to 43rd Street (Postoffice/ Church Street) alley.
- Work will commence on the replacement of the sanitary sewer system in the 20th to 21st Street and Avenue O ½ - P alley.
- Work will be done on Effluent Pump #4 at the Main Wastewater Treatment.

RECYCLING



LAST MONTH'S ACCOMPLISHMENTS

- Recycling also received 14,207 vehicles, with a daily average of 539 at the Center.
- Distributed free mulch to 215 residents.
- Recycling processed 163.17 tons of Recyclable Materials.
- Recycling completed 293 out of 293 work orders.
- School pick-up: 56 out of 56
- Commercial: 80 out of 80.
- Curbside pick-up: 157 out of 157



UPCOMING PROJECTS

- Continue to move forward on the Recycle Buildings progress.
- Continue to beautify the Recycle Center.



VIEW REPORTS

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[Click here to read compliments](#)

[Click here to view reports](#)

SANITATION



LAST MONTH'S ACCOMPLISHMENTS

- Provided Sanitation Services for the Mardi Gras Special Event
- Planned and established the City Wide Clean Up in April 2019
- Deposited 2,337.57 tons of debris (4,675,140.00 lbs) at the Transfer Station in January 2019
- Completed 1,143 work orders



UPCOMING PROJECTS

- Begin preparing for the Spring City Wide Clean Up



VIEW REPORTS

[Click here to view reports](#)

STREETS & DRAINAGE



LAST MONTH'S ACCOMPLISHMENTS

- Drainage: Staff installed 11 culverts for new residential permits, responded to 58 blocked drainage reports and cleaned 14,400 linear feet of curb and gutter.
- Streets: Staff repaired 25 utility cuts, crack sealed 16,600 linear feet of pavement cracks and repaired 162 pot holes.
- Traffic: Staff replaced 94 street signs, performed work for 2 special events, conducted 34 lane closures, worked 7 TLTUs. They also worked on 9 street luminaires and 22 traffic signals.



UPCOMING PROJECTS

- Drainage: Regular maintenance work continues to clean and inspect the storm sewer system. West end ditch cutting and maintenance continues. Currently, staff is working to resolve a long standing drainage problem located at Habla & Glei.
- Streets: Upcoming streets to be repaved: Avenue M from 52nd to 56th; Park from 67th to End.
- Staff continues to mill and overlay pavement throughout the City. City staff has coordinated the 2019 Pavement Condition Assessment with the vendor. Pavement data collection will begin after Mardi Gras. This new assessment will allow for Staff to evaluate the pavement deterioration rate, as well as the overall pavement condition throughout the City of Galveston. Routine operations continue with crack sealing of pavement which is a pavement preservation method, to utility cut repairs.
- Traffic: Staff continues to work special events and has been working Mardi Gras. They continue to perform routine functionality maintenance and repairs of traffic signal systems. Staff just received bids for obtaining materials to continue the repairs on the Broadway street illumination project. Staff is currently working to upgrade the mid-block crosswalks on Seawall BLVD with pedestrian HAWK systems.



SCHOLES AIRPORT



LAST MONTH'S ACCOMPLISHMENTS

- Briefed the Industrial Development Corporation, at their regular meeting on February 5, 2019, on current and future projects at the Scholes International Airport.
- The Airport Advisory Committee met on February 12, 2019 to review recommendations to the Airport Minimum Standards, Article 6 – Fixed Base Operators and discussed multiple airport projects and the status of each.
- The Minimum Standards Update Committee met on February 19, 2019 to review and update Article 7 – Specialized Aviation Service Operations (SASO). The Committee continues to work on this section of the Minimum Standards.
- No bids were received for RFP #19-13 on February 18, 2019. The RFP was for the Air Traffic Control Tower Improvements. Due to comments from contractors that were at the pre-bid meeting, it was decided to rebid the project, but remove the window frame replacement from the bid.
- The Bi-Plane Fly-In scheduled for February 16, 2019 was cancelled due to the heavy fog and weather. The organizer, Dr. FB Willis plans to reschedule the event for some time in June.

SCHOLES AIRPORT



UPCOMING PROJECTS

- Due to weather, Russel Glass rescheduled work to replace the three windows and window frames in the Control Tower from February to the week of March 4th. The windows were damaged during Hurricane Harvey and the window frame replacement is an upgrade to the existing window frames that are severely corroded.
- Requesting funding approval on March 5, 2019 from the Industrial Development Corporation to fund the required 10% match for an upcoming \$550,000 TxDOT Aviation Grant. This grant is for engineering/design and the construction phase of rehabilitating the asphalt section of Runway 14/32 and 100,000 liner feet of joint seal repairs to the North Aircraft Apron.
- Continue working with the Minimum Standards Committee to update the current Minimum Standards, which will meet on March 12, 2019.



VIEW REPORTS

- [Click here to view reports and pictures](#)